

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814
(916) 322-9701



August 4, 1978

ALL-COUNTY LETTER NO. 78-30

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: CETA MEMORANDUM OF UNDERSTANDING

REFERENCE:

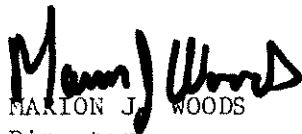
On May 1, 1978, the former Department of Benefit Payments entered into a nonfinancial Memorandum of Understanding with the California Employment and Training Advisory Council (CETAC). A copy of the memorandum is attached. The primary purpose of the memorandum was to build close working relationships and establish a coordination of services between welfare agencies and CETA Prime Sponsors. That purpose remains valid and is consistent with the objectives of the new Department of Social Services.

During the next several months we will be negotiating a new Memorandum of Understanding with CETAC. That memorandum should reference Title XX and other services for which DBP lacked authority to include in the original document. We are seeking your input as to the content of this new memorandum.

We recognize that the nature and direction of social services have been inextricably altered as a result of Proposition 13. The same is true for local CETA programs. During this readjustment phase, it becomes incumbent upon all of us to bring programs together in a manner which will assure that the disadvantaged will be benefited. Through cooperative relationships between your agency and the deliverers of CETA service those recipients who are employable or could become employable can be benefited and their dependency upon welfare reduced.

We need those thoughts and recommendations which you may have that would help make the forthcoming Memorandum of Understanding a dynamic and effective document. Please forward your comments to my attention no later than August 31, 1978.

Sincerely,


MARION J. WOODS

Director

Department of Social Services

cc: CWDA

Attachment

GEN 654 (7/78)

MEMORANDUM OF UNDERSTANDING

BETWEEN

THE CALIFORNIA EMPLOYMENT AND TRAINING ADVISORY COUNCIL

AND

THE DEPARTMENT OF BENEFIT PAYMENTS

LEGAL AUTHORITY

The California Employment and Training Advisory Council (CETAC) is the State's Manpower Services Council mandated under the Comprehensive Employment and Training Act of 1973 (PL-203). Members of the Council are appointed by the Governor and serve as an advisory body to him on manpower and related services provided by the State and units of local government. This includes the coordination of the efforts of Prime Sponsors and State agencies in the delivery of manpower services.

The Department of Benefit Payments (DBP) is mandated by Section 10603 of the Welfare and Institutions Code as amended June 30, 1975, to advise public officers regarding the administration of aid by public agencies throughout the State and/shall supervise the administration of State aid to all persons receiving or eligible to receive State aid. It shall also supervise the expenditure of any funds for Indian relief which may be granted the State by the Federal government. It shall also perform such functions as may be necessary to carry out the intent and purpose of services rendered.

BACKGROUND

The California Employment and Training Advisory Council is responsible for: (1) reviewing Prime Sponsor plans; (2) making recommendations to Prime Sponsors, agencies providing manpower services, the Governor, and the general public on improving the coordination and effectiveness of manpower services within the State; (3) monitoring the operation of programs conducted by Prime Sponsors; and (4) monitoring the availability, responsiveness, adequacy, and effective coordination of State services provided by all manpower-related agencies.

The Department of Benefit Payments (DBP) manages California's public assistance programs; is responsible for auditing, collection and accounting in State health and employment tax programs; and reviews and evaluates payment systems administered by other departments in the Health and Welfare Agency. DBP supervises county administration of the Federal Food Stamp and Aid to Families with Dependent Children (AFDC) programs, including the supportive services provisions of the Work

Incentive (WIN) program; monitors Federal administration of the Supplemental Security Income/State Supplementary Programs (SSI/SSP); administers four statewide employment tax collection programs -- State Personal Income Tax, Unemployment Insurance, Disability Insurance, and the Classified School Employees Trust Fund; conducts fiscal audits and appeals of various health programs, and reviews and evaluates payment systems in the nine offices and departments of the Health and Welfare Agency. Pertinent to this Memorandum of Understanding are the DBP supervisorial responsibilities over the county-administered Food Stamp and Aid to Families with Dependent Children (AFDC) programs.

STATEMENT OF PURPOSE

The continued development of all employment and training resources within the State of California is essential to the social and economic growth of the State. To ensure maximum utilization of all human resources, it is necessary to coordinate the activities of all existing agencies to provide the best delivery of services to California citizens.

Recognizing the need for close working relationships and coordination of services, DBP and CETAC enter into this Memorandum of Understanding as the foundation of an enduring relationship in the delivery of employment and training services.

OBJECTIVES

It is mutually agreed that:

1. CETAC and DBP will exchange information related to their mutual needs.
 - a. DBP will, for the purpose of receiving comment, provide CETAC and appropriate Prime Sponsors with copies of demonstration project requests which are designed to assist welfare recipients or potential recipients to obtain or retain employment.
 - b. CETAC will share with DBP information available to the Council on demonstration projects funded by Prime Sponsors.
 - c. CETAC will share with DBP information available to the Council on the level of service to welfare recipients identified in grant applications submitted to CETAC by Prime Sponsors.
2. CETAC and DBP will encourage Prime Sponsors and local welfare departments to exchange information related to their mutual on-going programs.

- a. CETAC will encourage Prime Sponsors to include County Welfare Directors in the local grant planning process and to share information on programs funded under the grant.
 - b. DBP will encourage local welfare agencies to keep Prime Sponsors informed of WIN, Food Stamps and income maintenance services available to CETA participants receiving or eligible for welfare assistance.
 - c. CETAC will encourage Prime Sponsors to keep local welfare agencies informed of training and job opportunities in their local CETA programs.
3. CETAC and DBP will encourage Prime Sponsors and local Welfare agencies to exchange representation on their local planning councils and/or advisory boards.
 4. CETAC and DBP will encourage Prime Sponsors and local welfare agencies to develop joint demonstration projects at the local level whenever possible to serve mutual clients.
 5. CETAC and DBP will encourage Prime Sponsors and local welfare agencies to establish liaisons in their respective agencies.
 6. CETAC and DBP will encourage Prime Sponsors and local welfare agencies to coordinate both mandated and optional programs that service mutual clients (such as pre-employment preparation and supportive services) in order to utilize all available combined resources and to avoid duplicative efforts.
 7. CETAC will encourage Prime Sponsors to give priority of service to chronically unemployed or underemployed persons, especially those who are in a condition of poverty, including recipients of public assistance.
 8. CETAC and DBP will encourage Prime Sponsors and local welfare agencies to develop similar Memoranda of Understanding addressing specific local needs.
 9. This Memorandum may be amended by mutual agreement of both parties.
 10. This Memorandum and any amendments thereof shall remain in effect until June 30, 1978, at which time the Department of Benefit Payments is abolished and a new Department of Social Services is established pursuant to Statutes 1977, Chapter 1252.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day, month and year indicated.

DEPARTMENT OF BENEFIT PAYMENTS

By: Mrs. J. Woods Director Date: 4/20/78

CALIFORNIA EMPLOYMENT AND TRAINING ADVISORY COUNCIL

By: Mario G. Webb Chairman Date: 5/1/78